

# Moorpark College Academic Senate Meeting Minutes

Tuesday, April 4<sup>th</sup>, 2017, 2:30-4:00pm in Admin 138

## Mission Statement

With a "students first" philosophy, Moorpark College empowers its diverse community of learners to complete their goals for academic transfer, basic skills, and career technical education. Moorpark College integrates instruction and student services, collaborates with industry and educational partners, and promotes a global perspective.

STANDING MEMBERS / ACADEMIC SENATE REPRESENTATIVES						Guests
POSITION	NAME	PRESENT	POSITION	NAME	PRESENT	
ASC Pres	Nenagh Brown	X	Health Sciences	Michelle Dieterich	X	Rex Edwards Lisa Putnam Lee Ballestero Felix Masci
ASC V.P.	Nathan Bowen	X	Kinesiology/HED	Remy McCarthy	X	
ASC Secretary	Erik Reese	X	Library	Mary LaBarge	X	
ASC Treasurer	Renee Butler	X	Life Sciences	Jazmir Hernandez / Carrie Geisbauer	JH	
ACCESS	Melanie Masters	X	Mathematics	Vacant		
Athletics	Vance Manakas	X	Music/Dance	James Song		
Behavioral Sciences	Dani Vieira / Kari Meyers	DV	Physics/Astronomy/Engineering/CS	Ronald Wallingford / Scarlet Relle	RW	
Business Administration	Reet Sumal / Ruth Bennington	RS	Social Sciences	Hugo Hernandez (F) / Susan Kinkella / Rex Edwards		
Chemistry/Earth Sciences	Deanna Franke	X	Student Health Center	Sharon Manakas	X	
Child Development	Cindy Sheaks-McGowan	X	Visual & Applied Arts/Media Arts	Mike Hoffman	X	
Comm Studies/Theater Arts/FTVM	John Loprieno		World Languages	Raquel Olivera	X	
Counseling	Traci Allen		Curriculum Chair (non-voting)	Jerry Mansfield		
English/ ESL	Sydney Sims	X	Student Liaison	Teresita Rios		
EATM	Gary Wilson / Cindy Wilson					

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Moorpark College Academic Senate Council will record the votes of all members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.

## I) Public Comments

- Mike Hoffman—the *Student Voice* is in your mailbox awaiting your reading
- Steve Burkhart recognized for 25 years of coaching the volleyball teams during a game this weekend
- Career week this week, please encourage your students to attend
- Multicultural day is Tuesday April 11<sup>th</sup>

## II) Approval of Minutes

- March 21<sup>st</sup>, 2017 – approved with Michelle Dieterich and Jazmir Hernandez abstaining

## III) Reports

- Committees
  - CurCom
    - Non-credit courses are under discussion
  - Fac/Tech
  - ProfDev
    - Discussion on travel funds for 2017-2018—run out of money early and debating lowering travel allowance back to \$500 from the current \$600
  - Fiscal
    - David El Fattal spoke on the VCCCD budget
  - SLO
  - EdCAP
  - SS&E
    - Working on the combining of the previously individual plans: SS&E, Basic Skills, Equity Plan

viii) DE

- (1) Discussion of the Exchange, the interface for the California Online Education Initiative (OEI), and whether to participate or not: See IV) d) for more information.

b) Officer Reports

i) Treasurer

- (1) End of year breakfast—looking for helpers so stay tuned for the sign-up sheet next senate meeting
- (2) Bricks—currently tracking down the details of requested bricks, checking against existing bricks

ii) Secretary

iii) Vice President

- (1) End of year awards
  - (a) Call will go out for the Annual Awards that will be awarded at the end of year breakfast
  - (b) Deadline is April 24<sup>th</sup> at midnight
  - (c) Nominations will be emailed with time to participate in an online voting process
- (2) Great Teachers deadline is April 11<sup>th</sup>
- (3) DFC deadline is tomorrow April 5<sup>th</sup> by 5pm
  - (a) Will meet on Friday to determine the recipient of the award

iv) President

(1) Grants

(a) S-STEM

- (i) grant has been a rather extensive application process
- (ii) Learned a lot in the process about grants in general, working with an outside firm, etc.
- (iii) Really need an in-house grant writer

(b) We are now an HSI institution so we can apply for Title V grants; discussion to do a cooperative Title V grant with Cal Lutheran

(2) Chancellor hire

- (a) Trustees unable to negotiate a contract with one candidate and now considering the others

(3) Admin re-organization

(a) Will happen in two stages:

- (i) Two new VP's: Instruction and Student Services
- (ii) Division make-up is not finalized: one less dean necessitates a division restructuring as well
  1. Unable to hire deans until the VP's are hired
  2. Ideally would like the strengths of the deans reflected in the reorganization

(b) Town hall meeting at the end of April on the reorganization and 2017-18 budget

(c) Would we like to have the president come talk to us about the VP stage?

- (i) The will of the group suggested this could be a good opportunity to learn and ask questions about the reorganization

**IV) Old Business**

- a) Review of Academic Senate By-Laws—2<sup>nd</sup> reading
  - i) To be addressed at the next senate meeting

**V) Information**

*Information items may be pulled for discussion and action upon the request of any member of the AS Council.*

*See handouts on AS website*

None

- a) VCCCD Strategic Plan - final draft
- b) VCCCD Decision-Making Handbook – final draft
- c) Forthcoming Board Policies and Administrative Procedures
  - i) BP/AP 4021: Program Discontinuance
  - ii) BP/AP 4030: Academic Freedom
- d) AP 4235: Credit by Exam

**VI) New Business**

- a) Institutional Effectiveness Goals for 2017-18—Guest presenter: Dean Lisa Putnam
  - i) There are a set of aspirational goals to be revisited (for IEPI)
  - ii) And an ACCJC annual report of the baseline numbers (both this and above have associated handouts)
  - iii) EdCAP suggests to keep the same Institutional Effectiveness Goals
  - iv) Moorpark has 895 total college courses but there are >2000 registered with the state
    - (1) Ought to clean this up—can clean house using our 5 year update cycle
    - (2) Cross-listed courses are only counted once—if all offered at the same time, for instance, even if different levels of a course are taught simultaneously during that time

- v) Number 4: certificates conferred in an academic year
    - (1) ACCJC during its visit suggested increasing the goal of 100 since we typically grant 150 or more
    - (2) EdCAP suggests we stick with the 3 year time scale for updates and revisit it then
  - vi) Page 1 data are 6 year cohorts—all 113 CC's are showing similar drops in overall completion rate
    - (1) There is discussion of moving to 3 year cohorts to track completion within 3 years instead
    - (2) Also want to know what is going on annually to track changes
  - vii) Despite the drop in overall completion rate, our degrees awarded has continued to increase steadily (page 2)
  - viii) Remedial math and English numbers do not include learning skills (LS) courses
    - (1) Numbers come from the state so we are unable to provide our own numbers
    - (2) Comment: If included the LS course numbers then would likely look better
  - ix) The May 5<sup>th</sup> Strategic Retreat will largely focus on these IEPI institutional goals
  - x) [IEPI institutional goals approved unanimously](#)
- b) AS Scholarships for 2017
    - i) 13 nominations and 6 submitted applications
    - ii) Voted for 2 recipients: Jasmine Betka & Charlotte Bryant
    - iii) [Approved the AS Scholarships unanimously](#)
    - iv) Suggestions to consider for next year's workgroup
      - (1) Ensure that there is longer between the closing date for nominations from faculty and the deadline for students to submit their forms (at least 2 weeks?)
      - (2) Possibly remove the GPA from the rubric and simply have a minimum GPA to qualify for this scholarship: suggested a 3.0 GPA minimum
      - (3) Workgroup members must be in attendance at the decision meeting so that they fully participate in the discussions
      - (4) Investigate the possibility of keeping the same basic AS procedures but including it within the general Moorpark College online scholarship system
        - (a) Recommend the same questions and process for students
        - (b) This would also encourage (force?) us to put out our call for nominations earlier in the semester, in line with the MC scholarship deadlines
  - c) Ratification of new Standing Committee Members for 2017-18
    - i) No new updates for this meeting
  - d) The Online Education Initiative (OEI)—Presentation by Lee Ballestero
    - i) OEI is the statewide system for students to take online classes from any participating college and largely drove our decision to switch our learning management system to the official one for this initiative, Canvas
    - ii) OEI program opening up to participate starting in Fall 2017
    - iii) DE does not yet have a recommendation on whether to participate in Fall 2017 but hope to have one by late April
    - iv) Introduction today to these topics and not a super rush to make a decision
    - v) Ventura has been a member of the OEI pilot program (original 24 institutions)
      - (1) IT has already worked out the details for how to participate
    - vi) Courses approved for the Exchange are both instructor and course specific
    - vii) Part of the pros is that the college would get access to OEI programs such as Proctorio, Vericite, etc. as well as online tutoring
    - viii) The cons are currently not well known but will query for more information on the obligations from the college, such as how many classes and/or how many seats in each class must be offered in the Exchange
      - (1) One big question is the implication/obligation for student services for these Exchange students who may never set foot on the Moorpark College campus

## VII) Announcements

- a) April 11<sup>th</sup>: Multicultural Day
- b) April 11<sup>th</sup>: Board of Trustees Meeting
- c) April 20<sup>th</sup> & 21<sup>st</sup>: self-assigned FLEX days (no classes!)
- d) May 5<sup>th</sup>: Strategic Planning Retreat
- e) May 9<sup>th</sup>: Board of Trustees Meeting
- f) May 15<sup>th</sup>: Academic Senate Year-End Brunch and recognitions